



JOHN NAIMO
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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May 13, 2015

TO: Audit Committee

FROM: John Naimo
Auditor-Controller

A handwritten signature in blue ink, reading "John Naimo", is written over the printed name and title.

SUBJECT: **SUNSET REVIEW FOR THE LOS ANGELES COUNTY PARKS AND
RECREATION COMMISSION**

RECOMMENDATION

The Audit Committee recommend to the Board of Supervisors (Board) to extend the Los Angeles County Parks and Recreation Commission's (Commission) sunset review date to May 1, 2016.

The Audit Committee instruct the Commission to work on improving the Commission's attendance, and ensuring the Commission's activities are consistent with the Commission's stated duty. The one-year sunset review date extension is intended to permit a reevaluation of the Commission to determine whether sufficient changes have been made to justify extending the Commission beyond May 1, 2016.

BACKGROUND

The Board created the Commission pursuant to Los Angeles County Code Chapter 3.46. The Board approved the most recent sunset review date extension on January 10, 2012.

The Commission advises the Board, the Director of the Department of Parks and Recreation (DPR or Department), and other County officers on the acquisition, improvement, and governance of County parks, recreational areas/facilities, recreation programs, and other recreation matters.

The Commission is comprised of five members, one appointed by each Supervisor. The Commission is required to meet, at a minimum, on a quarterly basis, and members receive a \$25 stipend per meeting, not to exceed \$50 in any one month. During the

period reviewed, from January 2011 to September 2014, two Commission members waived their stipends. DPR provides the Commission with necessary staff support, services/supplies, and stipends, totaling approximately \$18,300 during the period reviewed.

JUSTIFICATION

From January 2011 to September 2014, the Commission held nine meetings (approximately 2.4 meetings each year) with an average meeting attendance of 2.3 (47%) members. The Commission recognizes its low attendance, and is actively working to improve attendance by encouraging Commission members to attend meetings. The Commission and the DPR Director will also work with the Board offices to evaluate Commissioner attendance and to fill a vacant position.

We also noted that the Commission provided limited input regarding park-related topics presented by the Department. As a result, the Commission did not fulfill its duty of advising the Board, DPR Director, and other County officers as required in the County Code.

Despite the Commission's limited activities, the DPR Director and Commission Chair believe the Commission has an important mission and should be continued, and the Commissioners have indicated that they are committed to improving the Commission's effectiveness. The Commission's objectives for the coming period are to:

- Improve effectiveness by increasing meeting attendance and fulfilling the Commission's duty.
- Improve documentation of actions taken by the Commission in fulfilling its duty.
- Assist DPR by providing advice and recommendations regarding recreation services and programs with other organizations (e.g., DPR's Junior Golf Program that provides golf lessons to juniors, and the Parks After Dark Program that provides extended park hours and activities for youth and families).
- Participate in committees related to the Department (e.g., the Golf Advisory Committee that provides advice and recommendations to the Department Director on County golf course related issues).
- Review and update the Commission's Operating Principles/Guidelines to reflect any needed changes such as updating the Commission's meeting frequency from monthly to quarterly as approved by the Board in October 2009.

We recommend the Commission's sunset review date be extended only one year, to May 1, 2016, at which time we will reevaluate the Commission's activities and

attendance to determine whether sufficient changes have been made to justify extending the Commission beyond that date.

If you have any questions, please contact me, or your staff may contact Robert Smythe at (213) 253-0100.

JN:AB:RS:TK

Attachment

c: Russ Guiney, Director, Department of Parks and Recreation
John Hsu, Chair, Parks and Recreation Commission
Twila P. Kerr, Chief, Commission Services

COMMISSION SUNSET REVIEW
LOS ANGELES COUNTY PARKS AND RECREATION COMMISSION
REVIEW COMMENTS

Mission. Does the mission statement agree with the Board of Supervisors' (Board) purpose and expectations?

The stated mission agrees with the Los Angeles County Parks and Recreation Commission's (Commission) duty specified in the County Code. **CONCUR.**

Section 1. Relevance. Is the mission still relevant and in agreement with the Board's purpose and expectations?

The Commission advises the Board, the Director of the Department of Parks and Recreation (DPR or Department), and other County officers on the acquisition, improvement, and governance of County parks, recreational areas/facilities, recreation programs, and other recreation matters.

The Commission's mission appears to be **RELEVANT.**

Section 2. Meetings and Attendance. Are required meetings held and is attendance satisfactory?

The Commission is required to meet, at a minimum, on a quarterly basis. From January 2011 to September 2014, the Commission held nine meetings (approximately 2.4 meetings each year) with an average meeting attendance of 2.3 (47%) members.

Although the Commission's meeting frequency is **SATISFACTORY**, the Commission's attendance is **UNSATISFACTORY**. The Commission recognizes its low attendance, and is actively working to improve attendance by encouraging Commission members to attend meetings. The Commission and the DPR Director will also work with the Board offices to evaluate Commissioner attendance and to fill a vacant position.

Sections 3 and 4. Accomplishments and Results. Are listed accomplishments and results significant?

During this review period, we noted that the Commission provided limited input regarding park-related topics presented by the Department. As a result, the Commission did not fulfill its duty of advising the Board, DPR Director, and other County officers as required in the County Code.

Despite the Commission's limited activities, the DPR Director and Commission Chair believe the Commission has an important mission and should be

continued, and the Commissioners have indicated that they are committed to improving the Commission's effectiveness as described in Section 5 below.

The Commission's accomplishments and results are **NOT SIGNIFICANT**.

Section 5. Objectives. Are the objectives compatible with the mission and goals and relevant within the current County environment?

The Commission's objectives for the coming period are to:

- Improve effectiveness by increasing meeting attendance and fulfilling the Commission's duty.
- Improve documentation of actions taken by the Commission in fulfilling its duty.
- Assist DPR by providing advice and recommendations regarding recreation services and programs with other organizations (e.g., DPR's Junior Golf Program that provides golf lessons to juniors, and the Parks After Dark Program that provides extended park hours and activities for youth and families).
- Participate in committees related to the Department (e.g., the Golf Advisory Committee that provides advice and recommendations to the Department Director on County golf course related issues).
- Review and update the Commission's Operating Principles/Guidelines to reflect any needed changes such as updating the Commission's meeting frequency from monthly to quarterly as approved by the Board in October 2009.

The Commission's future objectives appear **RELEVANT**.

Section 6. Resources. Are the resources utilized by the entity in support of the entity's activities warranted in terms of the accomplishments and results?

DPR provides the Commission with necessary staff support, services/supplies, and stipends, totaling approximately \$18,300 during the period reviewed.

The Commission's expenses appear to be **WARRANTED**.

Section 7. Recommendation.

EXTEND THE SUNSET REVIEW DATE FOR THE LOS ANGELES COUNTY PARKS AND RECREATION COMMISSION TO MAY 1, 2016.